

# Advance Excel Assignment 2

## 1. What does the dollar(\$) sign do?

a dollar sign can denote a currency format, but it has another common use: **indicating absolute cell references in formulas.**

## 2. How to Change the Reference from Relative to Absolute (or Mixed)?

Just by pressing key “**F4**”, we can change the reference of the cell from relative to absolute or vice versa or mixed.

## 3. Explain the order of operations in excel?

Excel's order of operation follows the acronym **PEMDAS** (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction)

## 4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?

1. VLookup
2. Match
3. Concatenate
4. Text function
5. IF and Iferror

VLookup Syntax > =VLOOKUP(lookup\_value, table\_array, column\_index\_num, [range\_lookup] )

If function Syntax > =IF(logical\_test, [Value if true], [value if false])

## 5. When would you use the subtotal function?

The SUBTOTAL function is **designed for columns of data or vertical ranges**. It is not designed for rows of data or horizontal ranges.

B	C	D	E	F	G	H	I	J	K	L
Rate	ACCESSCODE	Billthru	StDate	PaidTo						
245	10148	7/1/2022	2019-07-12	6/1/2022		26				
255	1030	7/1/2022	2020-05-27	7/1/2022						
255	719576	7/1/2022	2019-04-26	5/1/2022						
250	148863	7/1/2022	2020-10-24	7/1/2022						
210	010538	7/1/2022	1999-12-19	7/1/2022		=SUBTOTAL(109,B2:B11,B21:B30)				
279	124536	7/1/2022	2022-05-27	7/1/2022		SUBTOTAL(function_num, ref1, [ref2], [ref3], ...)				
244	010761	7/1/2022	2017-04-03	6/1/2022						
250	185929	7/1/2022	2020-11-06	7/1/2022						
255	010949	7/1/2022	2018-07-16	7/1/2022						
170	451286	7/1/2022	2021-06-05	7/1/2022						
187	011124	7/1/2022	2017-10-04	7/1/2022						
129			1900-01-00							
134	11382	7/1/2022	2020-09-16	7/1/2022						
195	22395	7/1/2022	2019-07-22	6/1/2022						
178	022441	7/1/2022	2017-01-27	7/1/2021						
176	22513	7/1/2022	2021-12-08	7/1/2022						
195	9688	7/1/2022	2020-03-08	7/1/2022						
155	022709	7/1/2022	2012-06-09	7/1/2022						
195	022883	7/1/2022	2019-11-18	10/1/2022						
0.01		7/1/2022	2022-05-14	7/1/2024						
162	023082	7/1/2022	2016-06-23	7/1/2022						
195	23187	7/1/2022	2018-10-17	7/1/2022						
163	023296	7/1/2022	2016-04-19	7/1/2022						
170	671102	7/1/2022	2020-12-05	7/1/2022						
70	023420	7/1/2022	2010-09-26	7/1/2022						
78	23543	7/1/2022	2021-08-05	7/1/2022						
80	023645	7/1/2022	2017-10-09	7/1/2022						
80	023773	7/1/2022	2017-10-17	7/1/2022						
70	023821	7/1/2022	2004-03-22	7/1/2022						
62	023940	7/1/2022	2012-10-25	6/1/2022						

We can choose whatever function\_num we want and we can select the range to do the required calculation as shown in the above image.

## 6. What is the syntax of the vlookup function? Explain the terms in it?

VLookup Syntax > =VLOOKUP(lookup\_value, table\_array, column\_index\_num, [range\_lookup] )

We use VLOOKUP to fetch the value based on a lookup value. The cell format of the cell (lookup value) and the format of the search cell should be the same to fetch the value. If the format of the cell varies or if the lookup value is not exist in the table array we will end up by getting #N/A error.